

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Health	(2) MEETING DATE 8/26/2014	(3) CONTACT/PHONE Penny Borenstein / 781-5519	
(4) SUBJECT Request to hire Megan Fiske, R.N., to a Correctional Nurse II position at step 4 of the salary range. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve hiring Megan Fiske, R.N., to a Correctional Nurse II position at step 4 of the salary range.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT { X } Consent    { } Presentation                      { } Hearing (Time Est. ____ )    { } Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS { } Resolutions    { } Contracts    { } Ordinances    { X } N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A { } 4/5 Vote Required        { X } N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY { X } N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW  Reviewed by Leslie Brown			
(18) SUPERVISOR DISTRICT(S) All Districts			

# County of San Luis Obispo



TO: Board of Supervisors

FROM: Jeff Hamm, Health Agency Director  
Penny Borenstein, MD, MPH, Health Officer

DATE: August 26, 2014

SUBJECT: Request to hire Megan Fiske, R.N., to a Correctional Nurse II position at step 4 of the salary range. All Districts.

## **RECOMMENDATION**

It is recommended that the Board approve hiring Megan Fiske, R.N., to a Correctional Nurse II position at step 4 of the salary range.

## **DISCUSSION**

The Public Health Department delivers medical care to inmates incarcerated in the San Luis Obispo County Jail 24 hours per day, seven days per week through a mix of professional, technical and support positions, including registered nurses (RNs, classified as Correctional Nurses), psychiatric technicians (classified as Licensed Vocational Nurses and Mental Health Therapists), contract physicians and other outside health care contractors. Services provided include: daily office visits with physicians, scheduled visits with RNs, x-rays, routine laboratory tests, dental visits and coordination of appointments with outside medical providers including Community Health Centers of the Central Coast, hospitals, etc. Medications are also distributed cell-side two to three times daily and nurses provide emergency triage as needed. While the bulk of physician clinics occur during the regular business day, Monday through Friday, a physician is on-call on weekends and at least one RN is on staff 24/7.

Currently, to assure nursing staff are present 24/7, two RNs (together, totaling 1.75 FTEs) share night shift duties from 10:00pm to 8:00am – one working four of seven shifts per week while the other works three. As of August 30, 2014, the 0.75 FTE Correctional Nurse will resign, leaving three night shifts weekly un-staffed. To fill this position, one must meet Correctional Nurse qualifications, as well as be willing to work nights and pass Sheriff's Department Criminal Background Check requirements. This recruitment and background check process will likely extend beyond the departing nurse's resignation date, thus leaving shifts vacant. Megan Fiske is already a temporary Correctional Nurse who sometimes supplements her other income by working jail night shifts during vacations and when permanent employees are sick. No other temporary or permanent RNs are willing and able work night shifts. Megan is willing to accept this 0.75 FTE night shift position, but not at less than step 4 of the salary range.

Currently, Section 2.48.060(b)(2) of the County Code specifies that only the Board may make appointments in non-management job classes at steps 4 or 5 of the salary range.

## **OTHER AGENCY INVOLVEMENT/IMPACT**

None.

## **FINANCIAL CONSIDERATIONS**

Annual salary and benefit costs for a Correctional Nurse position beginning at step 4 of the salary range amounts to \$90,278. The department currently has budgeted \$87,452 for this position based on the current 0.75 FTE employee (step 3 of the range). Therefore, a comparison of the annual cost of the position at step 4 (\$90,278) to the current budgeted

cost (\$87,452) indicates only a \$2,826 annual increase over current budget for 2014-15. The current estimated cost is based at a step 3 on the Correctional Nurse scale – only one step below our current recommendation. The Health Agency will be able to absorb this minor cost increase without increasing the required level of General Fund support.

## **RESULTS**

In light of the difficulty recruiting a qualified candidate for the subject Correctional Nurse position and the timeframe in which we must fill the position to avoid leaving shifts vacant, the recommended action allows the department to maintain critical health services to incarcerated individuals in our community at a limited increased cost. Further, as the position will be filled by someone already familiar with the County Jail and the night shift, specifically, less time will be required to train and background check this individual. Filling this position at a step 4 will help us more quickly and effectively deliver health care services to incarcerated individuals therefore contributing to the County's efforts to achieve our vision of a Safe and Healthy Community.